



“KNOW YOUR CUSTOMER” (KYC) QUESTIONNAIRE

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Your company wishes to hold an account with HROTE. As a member of the Association of Issuing Bodies HROTE is bound to comply with national Anti-Money Laundering Regulations supporting where appropriate EU Directive 2005/60/EC and "Know your Customer" regulations and requirements. Thus, in order to complete our appraisal concerning your application, we kindly ask you to answer the following questions about your company. Please note that HROTE can decide not to proceed with the admission process depending on the answers given in this questionnaire.

To simplify access to their respective markets, all AIB members are cooperating in the admission process, and all questionnaires are made available to all other AIB members in order to share information.

Corporate name (according to national company register)	
Organisation number on national company register	
Trading name(s) (if trading under a different name to corporate name)	
Address of registration	
Phone (switchboard)	
Web site	

1. SUPPORTING DOCUMENTS

- 1.1. Please provide a copy of your audited annual report for the last 3 years (original document and a translation in English).
- 1.2. Please attach a business plan of your certificate trading activity over the next 3 years.

2. IDENTITY

2.1. What is your company type?

- Credit institution (please provide a copy of your licence document)
- Investment firm (please provide a copy of your licence document)
- Other authorised or regulated financial institution (please provide a copy of your licence document)
- Commercial firm (Utilities, industry)
- Municipal or regional supplier
- Broker

2.2. When was your company founded?



2.3. Where was your company established?

2.4. Please indicate the number of employees that work for your company?

2.5. Please indicate in which countries your company is active.

2.6. Has the equity capital of the company been totally paid? If not, please indicate the uncalled capital.

Equities of your company amount to, or are more than, 2 million euros (equity capital + provisions and reserves + net profit + retained earnings).

Yes

No

The total of the balance sheet of your company amounts to, or is more than, 20 million euros.

Yes

No

The turnover after taxes of your company amounts to, or is more than, 40 million euros.

Yes

No

2.7. Please describe the main business of your company.

2.8. What are the name, address and date of birth of your General Manager? Please provide a good quality colour photograph of his/her passport.

2.9. What are the names, addresses and dates of birth of your Board members and contact people? Please provide a good quality colour photograph of his/her passport.

2.10. Please give an overview of your shareholder structure (indicate their respective shares if >10%).

2.11. Please give an overview of the changes of your shareholder structure over the past 3 years.



2.12. If applicable, what is the justification of the specific financial arrangement and structure of your company (e.g. registered office in low tax countries..., in places where it has no activity...)?

2.13. Who is your Independent Auditor? Please give us a contact and his/her details (phone, email)?

2.14. Is your company member of one or several professional associations? If yes, indicate the name and contact details of these associations. Since when are you member?

2.15. Please indicate name and domicile of your commercial bank.

3. **YOUR MOTIVATIONS**

3.1. Why does your company want to be a member of our market?

3.2. Will your activity on HROTE be occasional, seasonal or permanent?

3.3. Is your company active in any other energy, commodities or financial markets? If yes, which ones? Since when?

3.4. Is your company active in the electricity or gas OTC market? If yes, since when? Please list the official (legal) name and registered company number (if a natural person, then the address) of five (5) counterparts you are dealing with on the OTC markets.

3.5. Is your company active on any other certificate markets (e.g. ROCs, LECs, Elcerts, Certificati Verdi ...)? If yes, since when? Please list the official (legal) name and registered company number (if a natural person, then the address) of five (5) counterparts you are dealing with on these markets.



3.6. Is your company active on any other certificate registries? If yes

Which registries? (list)

Since when have you been registered with these registries? (Give date of opening account for each)

3.7. Please indicate :

- Your expertise in certificates (regulation, retail, production, trading)
 - Your assets in certificates (customers, certificate based energy supply contracts etc.)
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3.8. Do you trade for your own account or third party as well? If you trade for third party, please indicate their official (legal) name and registered company number or, if a natural person, then their address.

3.9. What do you expect your trading volumes to be?

	Certificates (volumes in MWh)	
	Annual	Monthly
EECS GOs		
EECS ICS (e.g. RECS)		

4. YOUR CAPABILITY TO INTERVENE

4.1. Do you have professional traders working for your company?

Are these traders qualified or certified by a professional organisation?

Name	Qualification

4.2. What trading and associated systems will you be using in-house to support your activities?

4.3. Will your traders have a partial or full time activity with your company?

4.4. Are your traders employed by another firm?

4.5. Do you have facilities dedicated to trading?

4.6. Do you have any back-up systems?

4.7. Do you have Back Office team and Compliance measures in place? Please describe.

4.8. Please indicate what TSO's you have a contract with.

5. OTHER

5.1. Please make any other comments that you feel to be relevant to your application.



I recognise that HROTE, as a member of the Association of Issuing is bound to comply with Anti-Money Laundering Regulations and “Know your Customer” regulations and requirements.

I also recognise that this questionnaire will be made available to all other AIB members.

I declare in good faith that all information, answers and documents provided with this questionnaire are exact and authentic. I have omitted no important information that could have impact on the judgment made by HROTE on this demand.

I agree to answer any other questions that HROTE might have in the future to comply with its legal obligations.

Place

Date

Name and signature of the legal representative of the company: